INSTITUTE WORKS DEPARTMENT  
ELECTRICAL DIVISION  

No. ED/SE/107  
Dated: 06/09/2023  

QUOTATION NOTICE  

M/s ........................................  
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Dear Sirs,  

Sealed quotations are invited from the electrical agency by the undersigned on behalf of the  
Director, IIT Kanpur, “Supply and fixing exhaust fan in WL-114 and providing making light/fan  
point in newly constructed store at structure engineering lab. As per enclosed Bill of  
Quantity/overleaf, so as to reach in this office on or before 14/09/2023 up to 3.00 PM and the  
quotation will be opened on the same day at 3.30 PM in the presence of quotationers or their  
representative who want to be present.  

The terms and conditions of the quotation are as under:  

1. The quotations should be submitted in a properly sealed envelop, addressed to the  
undersigned. The enquiry nos. and date should invariably quoted on the top of the envelop.  

2. The contractor should have the following documents and must enclosed the relevant copies.  

(i) Copy of Registration with the Department. The contractor should be registered in any of  
CPWD, BSNL, MES, PWD, Railways, Central PSUs/State PSUs in the appropriate class.  
(ii) Registration Certificates of EPF & ESIC.  
(iii) “A” class Electrical License.  
(iv) GST Registration & PAN Card  

3. The time allowed for carrying out the above noted work is 14(Fourteen) Days.  

4. The rates quoted should be exclusive of GST, no other tax is payable except GST. GST shall  
be quoted separately.  

5. Security @ 6.00% shall be deducted from the bills which shall be released on successful  
completion of defect liability period of six months.  

6. Bid Security declaration is to be submitted along with the quotation. (Estimated cost  
Rs.36,759.00)  

7. The quotations shall remain valid for 90 days from the date of opening.  

8. Income tax & Trade tax will be recovered as per Government norms from the bill and the  
amount so recovered will be deposited in the State Bank of India at the credit of the firm.  

9. The earnest money/Security deposit will be regulated as per the norms of C.P.W.D.  

10. The Institute reserves the right of accepting or rejecting any quotations without assigning any  
reason thereof.  

11. The material should be used as per enclosed approved list of make.